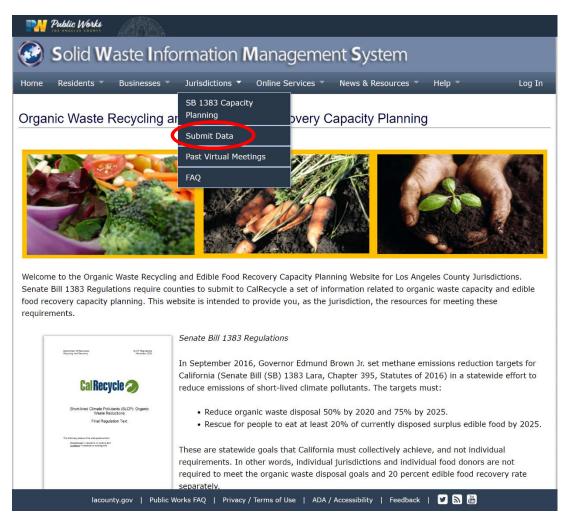
Guidelines for Submitting Organic Waste Recycling Capacity Data

The County's Organic Waste Recycling and Edible Food Recovery Capacity Website provides a platform for jurisdictions to submit their capacity data to the County. It also provides recordings of past meetings held by the County and lists the dates for upcoming meetings. A map of organic waste processing facilities will be available on the website, along with downloadable sample survey templates that can assist jurisdictions in collecting the required data that needs to be submitted to the County. There are additional resources, including links to important webpages on CalRecycle's website related to SB 1383.

How to Submit Data

- **Step 1:** Navigate to the County's SB 1383 Capacity Planning website.
- Step 2: Click on the "Jurisdictions" drop down menu.
- Step 3: Select the "Submit Data" button.



Alternatively, you can get to the Submit Data page by scrolling down on the SB 1383 Capacity Planning page to the "Schedule & Deadlines" Section and click on the "Submit Your Data" Button...

Schedule & Deadlines

In order to comply with SB 1383 regulations, which require a County to collect capacity planning information from jurisdictions and submit to CalRecycle by August 1, 2022, we are requesting jurisdictions to please submit jurisdictional information to the County no later than April 8, 2022.

April 8, 2022: Jurisdictions to submit to the County of Los Angeles (Public Works).

August 1, 2022: County to submit data related to SB 1383 Capacity Planning to CalRecycle.



Based on SB 1383 regulations, the County will compile all data received and report to CalRecycle, on behalf of the jurisdictions, on the following dates:

August 1, 2022 for the planning period of January 1, 2022 - December 31, 2024 August 1, 2024 for the planning period of January 1, 2025 - December 31, 2034 August 1, 2029 for the planning period of January 1, 2030 - December 31, 2039 August 1, 2034 for the planning period of January 1, 2035 - December 31, 2044

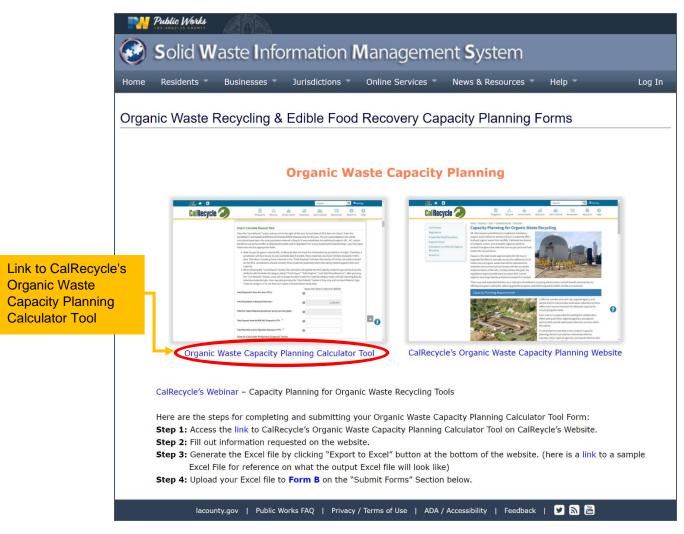
Meetings

The <u>Submit Data page</u> provides a link to the *Organic Waste Recycling Capacity Planning Calculator Tool* (developed by CalRecycle) which jurisdictions would fill out and submit to the County. There is also a link to CalRecycle's website on organic waste capacity planning and a link to their webinar (with a walk-through of the Calculator Tool).

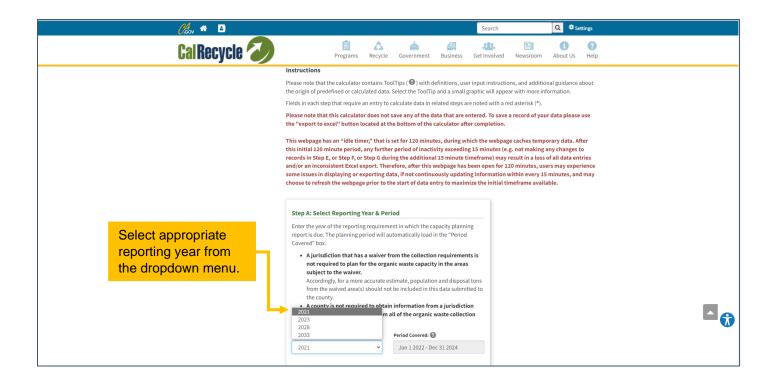
Organic Waste Capacity Planning Data Submittal

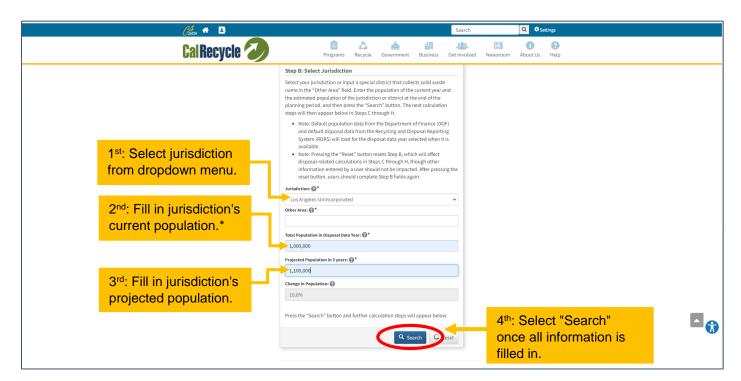
Step 4: Access the <u>link</u> to CalRecycle's Organic Waste Capacity Planning Calculator Tool.

(This tool is in a webpage format, where the user would input all information on the webpage itself and then generate an Excel spreadsheet at the end)

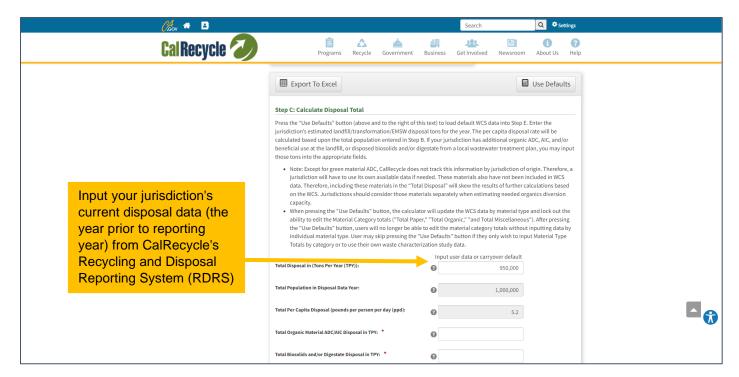


Step 5: Fill out information requested on the website. (See notes below)

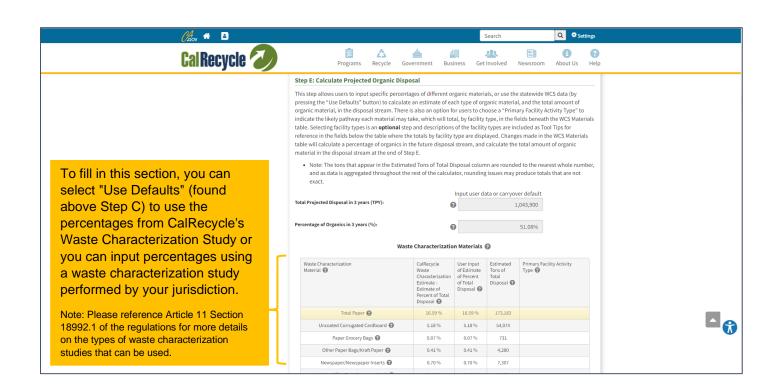




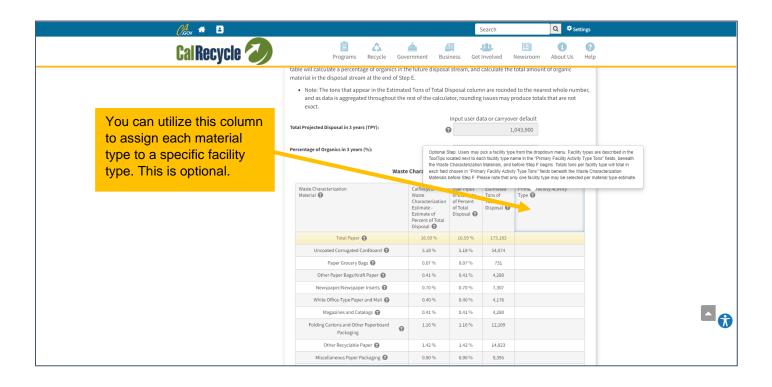
^{* (}You can find your jurisdiction's reporting year population using the most recent annual data from the California Department of Finance (https://www.dof.ca.gov/Forecasting/Demographics/Estimates/).

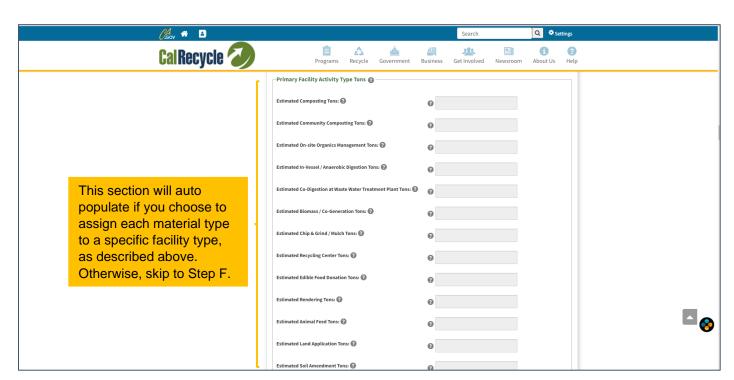


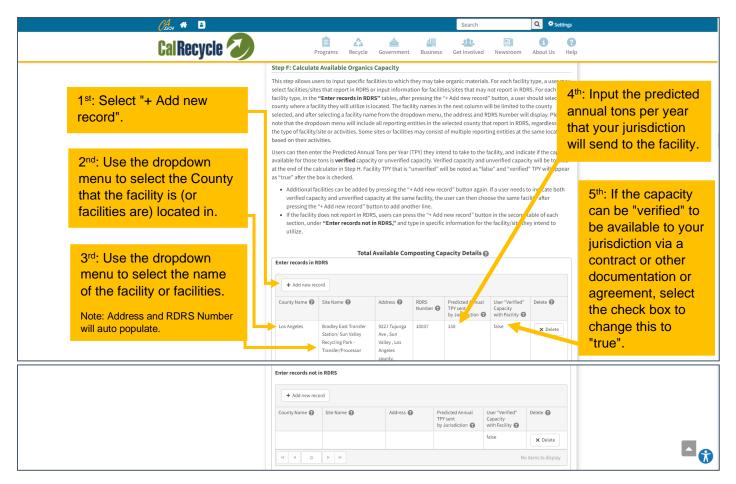
For reference: CalRecycle's Recycling and Disposal Reporting System (RDRS) Link



*** (OPTIONAL STEP) ***

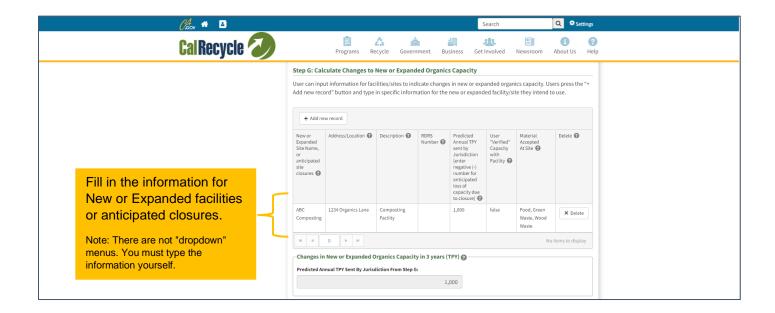


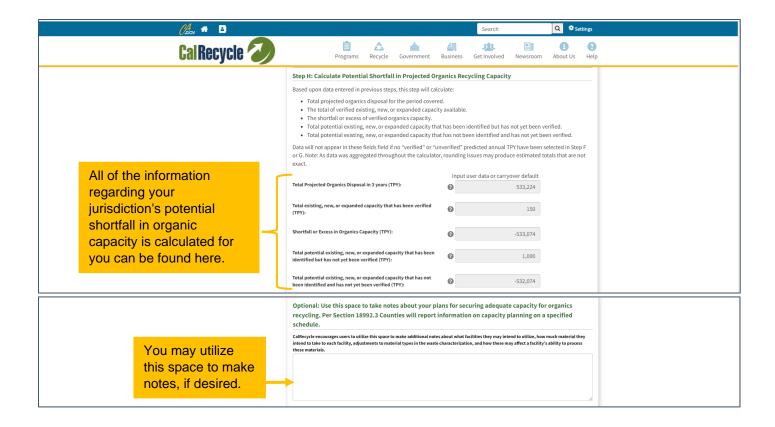




The sample, above, only shows the section on "Composting Capacity". You will need to repeat the steps, above, for all other capacities in the calculator (e.g., Community Composting Capacity, On-site Organics Management Capacity, In-Vessel/Anaerobic Digestion Capacity, etc.).

Note: For facilities or operations **not** found in RDRS, you will perform similar steps; however, instead of using a "dropdown menu", you will need to type in the County Name, Site Name, and Address.



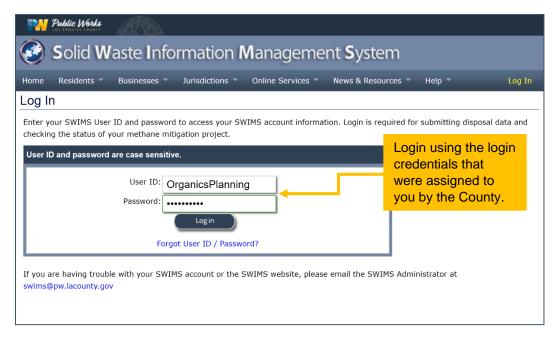


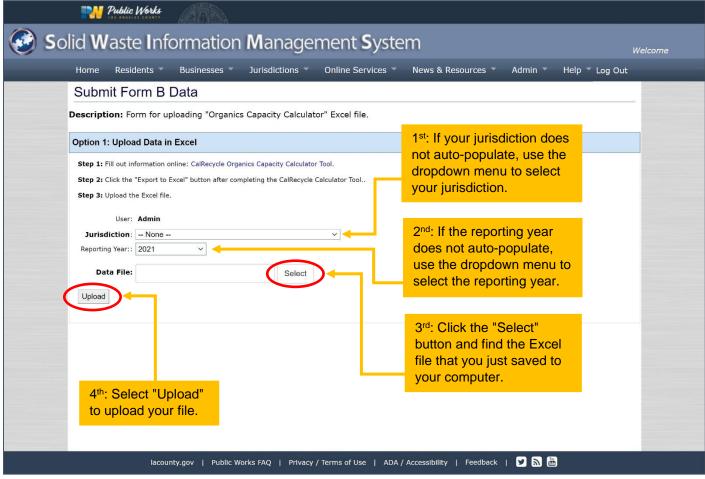
Step 6: Generate the Excel file by clicking "Export to Excel" button at the end of the page.



- **Step 7:** Save the Excel file to your computer.
- Step 8: Navigate back to the County's SB 1383 Capacity Planning Website Submit Data page.
- **Step 9:** Upload the Excel file to the County's website through <u>Form B</u> in the "Submit Forms" Section at the bottom of the page.







Step 10: Once you upload your file, the following confirmation pdf will show on your screen (which you can print).

